



Agency Metrics Job Aid for B0152

B0152: Retroactive Position Time Setting Changes Metrics

This is a report to identify the number of retro (Pay Affecting) Position Setting Changes by Agency. The report does not count actions but rather counts the number of changes that occur to any of the 10 Position-Related infotypes listed below. These infotypes have been identified as the ones that can affect pay. B0152 tracks the number of retro changes that take place in any of these infotypes and rolls them up by agency.

- HRP9005 Overtime Eligibility
- HRP9006 Holiday Comp Eligibility
- HRP9007 Night Shift Premium
- HRP9008 Evening Shift Premium
- HRP9009 Weekend Shift Premium
- HRP9010 Holiday Premium Eligibility
- HRP9011 On-Call Eligibility
- HRP9012 Call-Back Eligibility
- HRP9016 Extended Duty Eligibility
- HRP9017 Gap Hours Eligibility

The report provides the retro counts by 3 buckets:

- <30 Days Retro
- 30 - 59 Days Retro
- >59 Days Retro

Scorecard colors are applied base on the following criteria:

- <30 Days Retro: No color applied to this column (Implied Green)
- 30 – 59 Days Retro: All cells in this column are Yellow if values are > 0
- >59 Days Retro: All cells in this column are Red if values are > 0



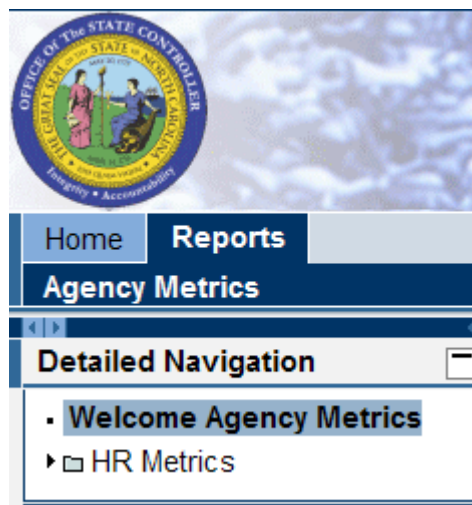
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For human resources, payroll or BEACON system assistance, call **919-707-0707** in the Raleigh area, or 1-866-NCBEST4U (866-622-3784) statewide, from 8 a.m. to 5 p.m., Monday through Friday.

For NCID assistance, contact your agency's NCID administrator, or to reset your NCID password visit, <https://ncid.nc.gov>.

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1. Access the BEACON Portal.
2. Click on the **Reports Tab**.



3. Click on **Agency Metrics**.



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4. Click on **HR Metrics** folder (click on the black arrow to expand folder).
5. Click on **B0152 Retroactive Position Time Setting Changes Metrics** report.

B0152: Retroactive Position Time Setting Changes - Metrics

Variable Entry

Available Variables: Save Save As... Delete [Show Variable Personalization](#)

General Variables		
Variable	Current Selection	Description
* Organizational Unit	20000099	
* Calendar Month(s)/Year(s) (Mand)	10/2008 - 12/2008	

OK Check

6. Enter an **Org Unit Hierarchy** and a **Calendar Month/Year** by clicking on the “paper” icon. Then click OK.

The Calendar Month/Year selection represents the time frame for the Changed On dates. You can also research for three months of data as shown above.



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NOTE: The report will only return the data for which you have security to view.

B0152: Retroactive Position Time Setting Changes - Metrics

Save As... Display As <table><tr><td>Table</td><td>▼</td></tr></table> Information Print Version Export to Excel					Table	▼
Table	▼					
Org Unit		<30 Days Retro	30 - 59 Days Retro	>59 Days Retro		
20000099	DISNEY	114	1	27		

Scorecard colors are applied base on the following criteria:

- <30 Days Retro: No color applied to this column (Implied Green)
- 30 – 59 Days Retro: All cells in this column are Yellow if values are > 0
- >59 Days Retro: All cells in this column are Red if values are > 0

Leave the window for the above display of B0152 open. Navigate back to the browser window with the original HR Scorecard report listing. Click on the “Organization Mgmt” tab, open the “Position Eligibility” folder, click on the B0082 report.

- ▾ Position Eligibility
 - B0082: Retroactive Position Time Setting Changes - Details

To validate the numbers from B0152, run the B0082 report. Select the same OrgUnit and Calendar Month/Year as when executing B0152.



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B0082: Retroactive Position Time Setting Changes - Details

Variable Entry

Available Variants: [Show Variable Personalization](#)

General Variables

Variable	Current Selection	Description
* Organizational Unit	20000099	
* Calendar Month(s)/Year(s) (Mandatory)	10/2008 - 12/2008	
Position(s) (Optional)		
Employee Group(s) (Optional)		
Employee Sub Group(s) (Optional)		
Payout Period(s) (Optional)		
Min # Days Retro (Optional)		

B0152: Retroactive Position Time Setting Changes - Metrics

Display As

Org Unit	Position	Infotype	Eff From	Eff To
20000000	DISNEY 61234567 PARADE COORDINATOR	9006 Holiday Payout Perio	01/10/2009	08/31/2009
20000000	DISNEY 61234568 ROLLER COASTER ENGINEER	9006 Holiday Payout Perio	09/01/2009	12/31/9999
20000000	DISNEY 61234569 COSTUME DESIGNER	9017 Gap Hrs Comp Eligibi	03/01/2009	04/30/2009

Derived Change Date	User Name	Pay pd	DaysDiff Between Changed On & Eff From	<30 Days Retro	30 - 59 Days Retro	>59 Days Retro	Position Settings Rate
09/10/2009	MICKEY MOUSE	365	-243	0	0	1	0.00
09/10/2009	GOOFY	#	-9	1	0	0	0.00
09/30/2009	DONALD DUCK	365	-153	0	0	1	0.00

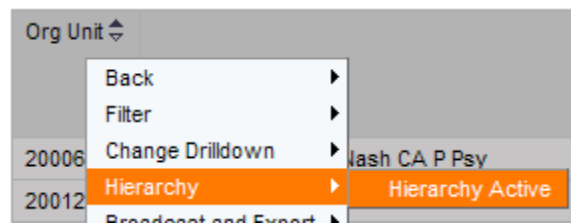


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The report renders all the positions that have retro changes. This is based on comparing the **Eff From** date to the **Derived Changed On** date. The **DaysDiff Between ChangedOn & EffFrom** represents the calculation results of **Derived Changed On** minus **Eff From**.

Step 1: Validate the retro buckets. If the calculation result is <30 Days, there should be a '1' in this bucket. If the calculation result is between 30 and 59 days, there should be a '1' in this bucket. If the calculation result is > 59 days, there should be a '1' in this bucket.

Step 2: Collapse the report layout to roll up the key figures. Drag off all Characteristics except OrgUnit. Activate the Hierarchy display. Position the cursor over the OrgUnit column header, right-mouse click ->Hierarchy->Hierarchy Active.



B0082: Retroactive Position Time Setting Changes - Details

Save As... Display As Table Information Print Version Export to Excel



- | Derived
Change
Date | User Name | Pay
pd | DaysDiff
Between
ChangedOn
& EffFrom | <30
Days
Retro | 30 - 59
Days
Retro | >59
Days
Retro | Position
Settings
Rate |
|---------------------------|--------------|-----------|---|----------------------|--------------------------|----------------------|------------------------------|
| 09/10/2009 | MICKEY MOUSE | 365 | -243 | 0 | 0 | 1 | 0.00 |
| 09/10/2009 | GOOFY | # | -9 | 1 | 0 | 0 | 0.00 |
| 09/30/2009 | DONALD DUCK | 365 | -153 | 0 | 0 | 1 | 0.00 |

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Save As... Display As Table Information Print Version Export to Excel



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Org Unit		<30 Days Retro	30 - 59 Days Retro	>59 Days Retro
20000099	DISNEY	114	1	27

Key BI Points to Remember

- Do not use the Back button on the browser to go back. (Instead use “Back One Navigation Step”.)
- BI Reports sort from the left to right.
- Columns can be removed by dragging up and dropping in the dark blue area.



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APPENDIX

The description of each field on the report is as follows:

Org Unit	Organizational Unit
Retro Flag	<p>For Retro records</p> <ul style="list-style-type: none"> • X – If the record is retro <p>For Non Retro records</p> <ul style="list-style-type: none"> • # – If the record is not retro • C – If the record is ignored because it is a Conversion record • F – If the record is ignored because of the First record cloud complexity
Employee Exists Flag (X or #)	<p>HRP1001 Position- Employee relationship (A008) is used to indentify if the position has an EE in it</p> <ul style="list-style-type: none"> • If retro is based on Valid from, Check if EE exists between Valid from & Original Changed on date • If retro is based on Valid to, Check EE exists between Valid to & Original Changed on date
Values Changed Flag	<p>The records for each position are sorted ascending on fields Position and Valid from</p> <ul style="list-style-type: none"> • For first record the Values changed flag is always Set • For subsequent records it is set when at least one value change occurs from previous record